

**Harbor Committee Minutes  
November 17, 2011**

Members present: Jerry Smith, Chair; Arnie Nelson, Tab Butler, Charles Meech, Gary Krubsack (11:17am) Tim Eldred, Alternate  
Members absent: Gary Russell, Michael Childers and Bob Kron, Alternate.  
Also present: Mike Radtke, representing the Madeline Island Ferry Lines, Inc.

**1. Call to order.**

Harbor Committee meeting called to order on Thursday, November 17, 2011 at 11:15 a.m. by Chair, J. Smith. A quorum of the committee is present as reflected in members listed above.

**2. Review and approve the following Harbor Committee minutes:**

**A. September 20, 2011.**

Motion by C. Meech to approve the September 20, 2011 Harbor Committee minutes as presented, second, T. Butler. All in favor, all aye, motion carried.

**3. Discussion and/or recommendation to the Town Board of vouchers submitted for approval.**

The Town Board has already approved the vouchers submitted by JJR for the Harbor Feasibility study in the amounts of \$11,300.90 and \$899.60 contingent upon approval by the Harbor Committee. Jason Stangland of JJR told J. Smith that the two vouchers were most likely not submitted for payment until now.

G. Krubsack is now present at the meeting.

Voucher submitted for Professional Services from October 30, 2010 – November 27, 2010 in the amount of \$11,300.90.

Voucher submitted by JJR for Professional Services from November 28, 2010 – January 28, 2011 in the amount of \$899.60

Payment of the two vouchers plus the \$4,952.50 already paid will bring the total to \$17,153.00 which is the contract price with JJR to complete Task #1.

Motion by T. Eldred to approve the two vouchers for discussion purposes.

Question if this will complete JJR's proposal. J. Smith said the contracted price for Task #1 was \$17,153.00. As of this date only \$4,952.50 has been paid because JJR did not submit any bills.

When this committee approves payment of the two vouchers that will settle Task #1.

Second to the motion on the floor by A. Nelson. All in favor, all aye, motion carried.

Voucher submitted for Professional Services from June 25, 2011 to August 26, 2011 in the amount of \$29,890.12 for Task #3.

This is the billing to date for the work JJR did on the Preliminary report up to November 7, 2011.

Motion by C. Meech to approve the voucher submitted in the amount of \$29,890.12 for task #3, second, A. Nelson.

Discussion. T. Eldred asked if this is Task #3 what is Task #2? J. Smith said the Harbor Committee contracted with JJR in the amount of \$12,847.00 to find funding for the harbor feasibility study. However, the Harbor Committee did the bulk of the grant finding. JJR did some work in this area and had been paid \$1,417.50 for their work, but the remaining balance of \$11,429.50 will not be paid to JJR since the Harbor Committee did the work.

All in favor to the motion on the floor, all aye, motion carried.

J. Smith said he talked to Jason of JJR and discussed the balance due on the entire contract which is \$6,377.88. JJR said they have already exceeded that final amount by \$5,000.00. JJR will not

bill for the additional \$5,000 or any additional time because the committee is only responsible for the remaining contracted amount of \$6,377.88. J. Smith said JJR usually does not bill out for this final amount until they submit the final report. However, if the committee is to submit the \$6,377.88 to Wisconsin Coastal Management (WCM) for reimbursement that amount has to be paid by December 31<sup>st</sup>. J. Smith suggested that approval be given for the payment of the \$6,377.88 in advance, pending receipt of the final report.

T. Eldred asked if the check can be held until the report is finalized. J. Smith said this cannot be done because Barb Nelson, Administrative Assistant, has to submit the actual cancelled check to WCM for the grant reimbursement.

J. Smith makes a motion that the balance due on the contract with JJR in the amount of \$6,377.88 be paid. Discussion.

J. Smith said we know the bill will be submitted by JJR; we just have to trust JJR to submit the final report. JJR has already submitted a preliminary report.

T. Eldred seconds the motion for discussion. Question of what is left for JJR to complete. J. Smith said this committee has to review the preliminary report, and make some final changes.

The committee does not have to vote on the changes; the committee just has to reach a consensus. JJR will then make the changes and the report will be submitted to the Town Board, hopefully by the December 13, 2011 Town Board meeting.

T. Eldred asks about Barb Nelson's timeline. J. Smith said all bills have to be paid and receipts submitted to WCM by December 31, 2011 in order to receive our 40% reimbursement.

December 31<sup>st</sup> is last date of the extension; no further extension will be granted. If approval is given to the final payment to JJR that would give Barb Nelson time to submit the paperwork and the committee would be able to concentrate on the harbor plan. J. Smith said that Jason is going to ask his boss, since JJR went over the contracted amount by \$5,000, for a document saying the \$5,000.00 will be considered in kind hours which will then be eligible for a 40% reimbursement by WCM.

All in favor to the motion on the floor to recommend approval of the final payment of \$6,377.88 to JJR and to make sure the final report is submitted by next month.

#### **4. Discussion of Harbor Feasibility Study**

##### **A. JJR Preliminary Report**

J. Smith said on page 9, which is the south harbor expansion map, JJR will reconfigure the map so that the causeway bridge will go up above where the circle is in order to encompass the entire area. He has already conveyed that suggestion to JJR.

Keith Sowl, Town Foreman, had mentioned putting a set of showers near the cemetery. T.

Eldred asked if this means moving the showers from where they are now on the map or putting in an extra set of showers. J. Smith said this would be a new set so there will be one set of showers by the cemetery and another set of showers by Old Fort Road.

There had been discussion about moving the boat launch to the other side and flip-flopping the slips. Boaters need room to pull in a trailer, turn around and then leave to find a place to park.

After discussion, the committee agreed that they like the drawing the way it is.

Question about floating docks. The report states that all the floating docks will be changed to permanent docks. The Yacht Club needs to clarify this.

##### Town Dock and waterfront.

Keith suggested moving Island Thyme. That is a moot point now as Island Thyme has been sold.

The alley between the Beach Club and the Ferry Office is 13 feet. The alley across from Middle Road is 26 feet due to a property swap.

There was no consensus by this committee and no support by the public to do anything with the dock at Joni's Beach.

Page 5 under Land Use and Ownership - the alleyways need to be straightened out.

Keith suggested changing 9<sup>th</sup> Street to ~~LeSeur~~ *Le Sueur* Street.

J. Smith will talk to Keith about the right of ways – the report says a couple; Keith said there is more than a couple right of ways.

Page 6: Offshore Breakwater: should say the breakwater was constructed in 1983 or 1984 not the 1990's. A. Nelson said construction took place the winter of 1983 and 1984.

Item h). Middle Street Public Access says a narrow 13 foot public access right of way extends from Main Street to the lake. Change Middle Street to Middle Road and the alley is 26 feet, not 13 feet. Also should say that it extends from Middle Road, not Main Street to the lake.

A. Nelson thinks traffic from the ferry should get up to Main Street as soon as possible. Also, having people walking by the Beach Club while people are eating might not be such a good idea. Suggestion to use the 13 foot alley between the Ferry Office and the Beach Club as access to Main Street. Discussion that could infringe on riparian owner's rights in case the owner would like to do something along the beach.

Discussion that the idea was to have people walking along the breakwall instead of wandering around Main Street. However, once people pass the Beach Club they would still be wandering on Main Street. Agreement that if the Post Office were removed, there would be more room to get on to Main Street.

T. Eldred asked what the difference is between having a conceptual plan which is what this plan is and having a finished plan which would come later.

J. Smith said what usually happens is that once the recommendations are made the next step is to look for funding. What you want done first depends on what you have you have the money for. Say you want to get the dock done first, but you cannot get money for the dock you would move on to another project. T. Eldred asked if you apply for funding and the plan shows a walkway in front of the Post Office, will the grantors say you have to have that walkway there. J. Smith said no. For instance, the Washburn project included a parking lot, restrooms, fish cleaning station, etc. JJR, who did the project, went out and found money and then broke the project down into various smaller projects. Washburn then said, we have enough money for a parking lot but not the fish cleaning station, so they built the parking lot. Each part of the project is broken into a little piece.

Question if JJR sends out the conceptual plan when JJR looks for funding. J. Smith does not know. A. Nelson said there will also be different agencies for different parts of the plan - DNR, Federal agencies, etc. T. Eldred said he has applied for many federal grants for the fire dept and if the project is listed on the grant app and you are awarded the grant you have to put that item in. J. Smith said that is why JJR breaks down each part of the project.

T. Eldred said the committee needs to make sure nothing is in the preliminary plan that will be controversial at the public hearing. He is all for taking items out because you can always put them in later if consensus changes. J. Smith agrees.

Agreement by the committee to take the sidewalk out that is adjacent to the shoreline from the Town Dock to the Beach Club on the drawing and to remove the corresponding text from the preliminary report.

Agreement to leave the public pier as shown with no measurements.

Discussion of how many traffic lanes there should be on the Town Dock. Suggestion to have an extra lane and room for a sidewalk on the other side of the dock.

Width of dock. G. Krupsack suggested making the dock as wide as possible right away. The cost would be less to widen the dock to 75 feet now than to widen the dock to 50 feet now and have to widen the dock again at a later date.

Discussion if south side or the north side of the dock should be expanded in regards to Island Thyme and the Post Office areas. Agreement the drawing does not have to show this.

Agreement to widen the dock to 75 feet.

Discussion about rounding the corner by Island Thyme. G. Russell is concerned about the semi trucks coming on and off the dock and having to make a sharp turn. The two exit lanes could be used as they are now.

Keith had concerns about management of the mooring area. G. Krupsack said he does not think the committee has to worry about management only about placement of the moorings as the input received at the listening sessions was that people did not want to see regulations or a charge for mooring. Just need to make sure moorings are in middle of each circle and the tackle is proper.

J. Smith on pg 16, costs, projected revenues and expenses would be less when the sidewalk is removed.

T. Eldred said when electrical improvements were made and the transformer put in by the Post Office there was to be 3 phase put in for future use by fire dept tankers. G. Krupsack said a pump/heated house, etc should also be included. T. Eldred suggested putting in a simple paragraph regarding this along with an estimated cost. T. Eldred will send this suggestion to JJR today. T. Eldred would also like a hydrant on the corner of Main Street by the Post Office and another hydrant on the corner of Middle Road and Main Street. Agreement that is a good idea.

## **B. Timeline**

### **C. Presentation of Final Report to Town Board**

#### **5. Grant Review**

##### **A. Wisconsin Coastal Management**

##### **B. Island Matching Fund**

##### **C. WI DNR Recreational Boating Grant**

#### **6. Budget review.**

J. Smith said it does not look like we will get \$40,000 from Coastal Management; we might be in the \$30,000.00 range. He will email everyone an updated cash/flow statement.

#### **7. Set next meeting and agenda.**

#### **8. Adjourn.**

Motion to adjourn by A. Nelson second, T. Butler. All in favor, all aye, motion carried.

Meeting adjourned at 12:15 pm

Minutes taken from recorder and respectfully submitted by Kathy Erickson, Clerical Assistant

Minutes approved as corrected January 17, 2012; changes struck through; correction in italics